



Commuter Plus Program  
Authorization Form

**MTA pass are deducted as a pre-taxed benefit. The payments are paid through the first paycheck for the next month's pass. MTA monthly passes are distributed by the HR Service Center/Benefits Office, Located Human Resources Office on Nelson 7**

Name: \_\_\_\_\_ Personnel# \_\_\_\_\_ Work Ext. \_\_\_\_\_

**Please check one:**

- ☐ Enrollment
- ☐ Change
- ☐ Termination

**Organization:**

- ☐ JHHSC
- ☐ JHH
- ☐ JHCP

**Transit type requested:**

Bus, Metro Subway and Light Rail

- ☐ Regular - \$74
- ☐ Express - \$93
- ☐ Senior\* or Disability Pass - \$22.00

\*Must be age 65+ for senior pass. Picture ID is required when using senior and Disability pass.

I authorize JHHSC/JHH to deduct the above amount from my paycheck. This authorization will remain in effect until I have cancelled it in writing, at least 30 days prior to the effective to enroll and/or the cancellation date. I understand that passes are non-transferable. I will pick up my pass at the below location prior to the 9<sup>th</sup> day of the following month.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pick MTA Pass from: The office of Human Resources  
Nelson 7 Front-desk

**\*Forms can be faxed to 410-955-0737**

**\*It will take 30 days from the date of your request for a MTA pass deduction to be taken.**